

Commerce & Trade Action Team
Meeting Notes
June 11, 2004

Attendance

John Stoker, Susan Gorski, Andy Zeigler, Pauline Misjak, Phil Kazmierski, Cheryl Rooker, Tom Frazier, Joe Pacella, Mickey Blashfield, Tony Kratofil, Bob Chaprnka, and John Taylor

Meeting Overview
(25 words or less)

John Stoker opened the meeting with a discussion of what process does the team want to use to develop the implementation plan. Three questions need to be addressed:

1. What tasks can be handled by the team?
 2. What tasks need to be handled by/through others?
 3. What tasks are already being done by others?
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Meeting Notes

1. Team began by looking at the first task identified. Discussion of trying to prioritize tasks to focus attention and energy.
 2. Suggestion made to bring in groups to talk about what they might already be doing.
 3. Next meeting group will continue identifying the implementation plan for all tasks identified.
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Action Items

1. Susan Gorski will correct typos in the finalized Action and Task document and distribute.
 2. Team members will identify who, what and by when how tasks may be accomplished for discussion at next meeting.
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Proposed Agenda Topics For Next Meeting

1. Continue working on Implementation Plan.
 2. Draft agenda for the next meeting.
 3. Establish dates and locations for future meetings.
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Next Meeting Dates

1. Friday, June 25, 2004, 1:00-4:00, Brighton TSC